

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, MAY 18, 2015**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, May 18, 2015. The meeting was called to order at 7:00 p.m.

PRAYER – The Prayer was given by Councilor Stokes.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Arnone, Cekala, Deni, Edgar, Kaupin, Lee, Mangini, Stokes and Szewczak. Councilors Bosco and Hall were absent. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Derrik Kennedy; Town Attorney, Kevin Deneen; Assistant Town Manager of Development Services, Courtney Hendricson; Town Clerk, Suzanne Olechnicki

FIRE EVACUATION ANNOUNCEMENT

Chairman Kaupin made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #3130 by Councilor Mangini, seconded by Councilor Stokes to accept the minutes of the May 4, 2015 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3130** adopted 8-0-1, with Councilor Deni abstaining.

MOTION #3131 by Councilor Arnone, seconded by Councilor Stokes to accept the minutes of the May 4, 2015 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3131** adopted 8-0-1, with Councilor Deni abstaining.

MOTION #3132 by Councilor Stokes, seconded by Councilor Mangini to accept the minutes of the May 6, 2015 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3132** adopted 9-0-0.

MOTION #3133 by Councilor Mangini, seconded by Councilor Stokes to accept the minutes of the May 7, 2015 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3133** adopted 9-0-0.

PUBLIC COMMUNICATIONS & PETITIONS

Charles Woods, 11 Westerly Drive

As concerns the recently adopted budget, Mr. Woods stated he wished the Council had gone a little further with the Board of Education. He stated that to his knowledge, no school personnel have been laid off, and he's amazed they keep teachers and use them as administrative staff. He feels they should also be working as teachers. He noted they're still running at over \$700,000 for substitute teachers. He feels the Board of Education should have their feet held to the fire to get rid of people they don't need.

Walter Kruzel, 21 Charnley Road

Expressed appreciation to the Council for their work on the budget although there was a tax increase.

COUNCILOR COMMUNICATIONS

Councilor Mangini reminded everyone about the upcoming Memorial Day holiday and for everyone to remember veterans and active service people.

Chairman Kaupin stated this is EMS Week, and the Council should have received an invitation to the EMS breakfast tomorrow morning at EMS headquarters on Enfield Street.

Chairman Kaupin stated the Memorial Day Parade, which is sponsored by the Veterans Council, will take place on Sunday, May 24th at 1:00 p.m. with a ceremony to follow on the Town Green.

MOTION #3134 by Councilor Lee, seconded by Councilor Mangini to suspend the rules to address under Miscellaneous Items 14 F, G, H, I, J, K, L, M and N.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3134** adopted 9-0-0.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Coppler stated the Council has before them an email from the Registrars Office, and they have worked out the issue of voting at Enfield Street School. He noted while school is in session, they will be voting in the rear location, but when school is not in session, they can use the multi-purpose room as they have done in the past.

Councilor Szewczak questioned if they will be going back to Enfield High School when it reopens, and Mr. Coppler responded yes.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Deneen stated he had no formal report this evening.

REPORTS OF SPECIAL COMMITTEES OF THE COUNCIL

Enfield High School Renovation Building Committee

There was no formal report.

OLD BUSINESS

All appointments remain tabled.

Items C, D and E remain tabled.

NEW BUSINESS

All appointments will appear on the next regular meeting agenda.

DISCUSSION: ENERGY PERFORMANCE CONTRACTING

Mr. Kennedy stated at the last meeting four options were discussed. He noted there are two projects which are strictly the energy saving projects, and two other projects that are energy saving projects with some capital involved. He stated he would need the Council to come to consensus on one project so that he, Honeywell and Peregrine can focus on the specifics for that one project. He highlighted the four projects as follows:

1. All those energy saving measures that give them the greatest cost and energy reduction and maximizes the utility savings.
2. LED's in every single building and upgrades to streetlights.
3. A specific school building project (Hazardville Memorial School) which includes option #1 work, plus changing over from steam to hot water for the heating system, roof and window replacements. This option would be going from a 15 year payback to a 20 year payback, and this is the only option that's cash flow negative.
4. Not doing the windows, but still doing the heating conversion of the school, as well as all of the base energy saving options and replacing the roof. If the windows are not included in this option, they would include it in the facilities plan in the referendum. This would also be a 20-year payback.

Councilor Mangini stated she favors Option #1. She went on to question which option Mr. Kennedy believes is appropriate for the town. Mr. Kennedy stated he will provide as much information as possible so that the Council can make a decision. He noted it depends on whether they're just looking for cash flow positive to the Town, or would they like to do that and include their worst infrastructure improvements in terms of the

schools. He noted if the latter is chosen, they then decide whether they want to be cash flow negative or cash flow positive. He stated if they choose the former, then they decide whether they want the newest technology now or wait a couple years.

Mr. Kennedy stated if they do Option #3 or #4, Option #1 is in both #3 and #4.

Councilor Lee questioned whether there was any discussion with the Board of Education as to whether they prefer T8's or LED's in terms of learning climate. Mr. Kennedy stated he asked Honeywell if they could provide information that showed the educational benefits of LED's if there were any. He noted there is information that shows LED's have an educational benefit because it reduces stress on the eyes and allows for a greater, more efficient learning environment for students. He stated certain LED's have different lighting aspects which allow for more natural lighting.

Councilor Lee questioned whether heat given off by lighting makes any significant difference in terms of heating and cooling costs since LED's are cooler lighting. Mr. Kennedy stated it has been confirmed that switching to LED's results in heating loss, but that's counteracted with what they're proposing with the other systems.

Councilor Deni questioned if there's any information about Hazardville Memorial being taken off line. Mr. Kennedy stated that's a discussion the Board of Education will have, and they will make that decision by the end of next month. He noted if it's decided Hazardville Memorial will no longer be in operation, it doesn't become part of this project.

Councilor Arnone stated he would like to see this stay as performance contracting instead of centering on Hazardville Memorial. He noted he doesn't want to hide the facilities upgrades in the performance bonding because he feels that's the wrong avenue. He noted they have certain things to do with the schools, and it should be kept that way and not mixed into their options with an overall look at what they're going to do with energy efficiency throughout the Town. He noted LED's last a lot longer than fluorescent lighting. He stated his preference for Option #2 and LED's over T8's.

Councilor Szewczak stated she doesn't like Option #3 and #4 because it's a 20 year payback. Mr. Kennedy stated the roof top unit conversion and roof replacement is \$3.2 million dollars, and the window replacement is \$2.3 million dollars. He stated if that was put into a bonding question, that would be between \$5 and \$6 million dollars, and that would qualify for state reimbursement.

Councilor Stokes stated he prefers Option #2.

Councilor Cekala agreed with Option #2.

Chairman Kaupin stated the consensus is Option #2.

Mr. Kennedy stated at the June 1st meeting, they'll have their financing workshop so everyone can understand how these projects are financed. He noted there are options for financing, and they'll move forward with focusing on Option #2.

ITEMS FOR DISCUSSION

APPOINTMENTS (TOWN COUNCIL)

The Cultural Arts Commission appointment will appear on the next regular meeting agenda.

MISCELLANEOUS

RESOLUTION #3135 by Councilor Mangini, seconded by Councilor Arnone.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Youth Services		
	Materials and Supplies	22046094 561900	\$2,157

FROM:	Youth Services		
	Part-Time Salaries	22046094 512000	\$2,157

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 1, 2015.

/s/ A. Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3135** adopted 9-0-0.

RESOLUTION #3136 by Councilor Mangini, seconded by Councilor Deni.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	Building & Grounds, Non-Departmental		
	Natural Gas	10300340-562100	\$100,000

FROM:	RRM		
	Disposal Services	10300390-542100	\$100,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 7, 2015.

/s/ A. Lynn Nenni, Director of Finance

Councilor Arnone requested clarification on this. Mr. Coppler stated when they look at the budget, they look at an average. He noted if they have a colder, longer heating season, more money will be spent, and that is what has happened in this instance.

Councilor Lee questioned if there was anything out of the ordinary in terms of disposal services being over-funded. Mr. Coppler stated they budget for disposal based upon an average.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3136** adopted 9-0-0.

RESOLUTION #3137 by Councilor Mangini, seconded by Councilor Arnone.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

FROM:	Thompsonville Revitalization 10606155-533900 Other Profess. Services \$105,000	TO:	Transfer Out 10800092-593010 Transfer to CIP \$105,000
FROM:	General Fund 31042015-480001 Transfers In \$105,000	TO:	CIP 31008169-573900 Emulsion Tank \$40,000 31008802-573000 School Playgrounds \$65,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 11, 2015.

/s/ A. Lynn Nenni, Director of Finance

Councilor Lee commended DPW in taking on the new piece of pothole patching equipment, learning how to use it in short order, and really making a difference in terms of potholes.

Councilor Arnone questioned whether there's been an in-house study on how well it did. Mr. Coppler stated they did keep track of some specific areas where there were potholes and they looked at the longevity of that. He noted he can provide more information.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3137** adopted 9-0-0.

RESOLUTION #3138 by Councilor Mangini, seconded by Councilor Deni.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

TO:	CIP		
	Green Manor Park Improvement	31008851-549000	\$ 67,000
	Brainard Park Improvements	31008820-545000	\$ 13,000
	School Facilities	31008167-543100	\$ 75,000
	EMS Facility Upgrades	31008109-545000	\$ 35,000
	Town Parking Lot Repair	31008170-535000	\$ 50,000
	Senior Center Rug Replacement	31008170-535000	\$ 40,000
			\$280,000

FROM:	CIP		
	South Maple St. Bridge	31008310-545000	\$ 2,392
	Post Office/Town Farm Rd.	31008507-533500	\$ 740
	Post Office/Town Farm Road Const.	31008508-545000	\$ 584
	Freshwater/Cranbrook Inters	31008542-545000	\$ 12,853
	Boilers Schools	31008701-545000	\$218,462
	Municipal Radio Replacement	31008827-573400	\$ 10,764
	Veteran's Monument	31008832-543000	\$ 5,429
	Radio Refarming	31008839-573000	\$ 3,461
	2013 Solid Waste Trucks	31008841-573000	\$ 19,645
	Chapel Street Demolition	31008847-545000	\$ 5,670
			\$280,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 14, 2015.

/s/ A. Lynn Nenni, Director of Finance

Mr. Coppler stated the only thing different than what was discussed in deliberations had to do with taking money from the library HVAC, but they're having some problems with that at this time because they don't know the full extent of what will happen there, and it's hoped they'll get through to the referendum if it's approved. He noted they just took more money from the boiler piece. He pointed out there's still plenty of money left for maintenance.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3138** adopted 9-0-0.

RESOLUTION #3139 by Councilor Stokes, seconded by Councilor Mangini.

RESOLVED, that in accordance with Chapter VI, Section 9(f) of the Town Charter, the following transfer is hereby made:

FROM:	General Fund	TO:	Transfers Out General Fund
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	10800092-584000		10800092-593010
	Contingency	\$25,000	Transfer to CIP \$25,000
FROM:	CIP		TO: CIP
	31042015-480001		31008855-561900
	Transfers In \$25,000		Farmland Preservation \$25,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 15, 2015.

/s/ A. Lynn Nenni, Director of Finance

Councilor Szewczak stated her understanding this is enough to get them started, but do they have any expectations for what they would need on an annual basis. Mr. Coppler stated for the upcoming year, they're requesting a \$50,000 allotment. He noted he's still looking at ways they might generate funds for this.

Councilor Arnone stated his belief this is a great step in the right direction. He thanked the efforts of the Conservation Commission and all the volunteers for making this happen.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3139** adopted 9-0-0.

RESOLUTION #3140 by Councilor Lee, seconded by Councilor Szewczak.

RESOLVED, that the Enfield Town Council does hereby authorize the Town Attorney, Kevin M. Deneen, or his designee, to settle the outstanding tax assessment appeal entitled PARAMOUNT COMMONS AT ENFIELD, LLC v. TOWN OF ENFIELD, Docket Number HHB-CV-14-6026026 S:

RESOLVED, that the fair market value of the subject property, known as 25 Hazard Avenue, shall be \$29,500,000 and assessed value shall be \$20,650,000 on the Grand List of October 1, 2013; and

RESOLVED, that the fair market value of the subject property on the Grand List of October 1, 2014 shall be adjusted accordingly to reflect the value of the newly constructed Chick-Fil-A restaurant.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3140** adopted 9-0-0.

RESOLUTION #3141 by Councilor Lee, seconded by Councilor Mangini.

WHEREAS, the Enfield Planning and Zoning Commission by vote taken on November 15, 2007 approved a subdivision known as Cherry Wood Estates (PH #2627); and

WHEREAS, as a condition of approval, the developer was required to convey to the Town the street known as Bellawood Drive, along with related drainage and sewer easements and required open space, within said subdivision; and

WHEREAS, the Director of Public Works confirmed that Bellawood Drive complied with Town standards and is therefore suitable for acceptance as a Town street; and

WHEREAS, pursuant to the requirements of Connecticut General Statute 8-24, acceptance of a Town street must be referred to the Enfield Planning and Zoning Commission for a report; and

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby refer the proposed acceptance of Bellawood Drive to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute 8-24.

Chairman Kaupin stated he is in favor of the resolution. He noted he spoke to Councilor Bosco this afternoon, and he wanted it on the record that he supports the referral to Planning & Zoning.

Chairman Kaupin commended the developer on a great subdivision. He noted these are nice homes, and it's time for the Town to take on the responsibility of the roads.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3141** adopted 9-0-0.

RESOLUTION #3142 by Councilor Arnone, seconded by Councilor Mangini.

WHEREAS, the Town of Enfield has received a request from the owners of 74 Town Farm Road, Joseph C. Bosco and Jacquelyn C. Bosco (Owners), to make needed repairs to their home that would extend into the right-of-way for the undeveloped portion of Neelans Road, commonly known as "Old Neelans Road"); and

WHEREAS, to allow for these repairs to occur within the Town's right-of-way, the Town Council will have to grant a license to the Owners; and

WHEREAS, the Planning and Zoning Commission at its February 19, 2015 meeting made a positive referral in conformance of the requirements of Connecticut General Statute 8-24,

NOW, THEREFORE, BE RESOLVED, that the Enfield Town Manager is authorized to enter into and amend a license agreement between the Town of Enfield and the Owners, which license agreement is subject to review and approval by the Town Attorney.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3142** adopted 9-0-0.

RESOLUTION #3143 by Councilor Cekala, seconded by Councilor Lee.

BE IT RESOLVED, that the Enfield Town Council does hereby adopt the Unassigned Fund Balance Policy effective July 1, 2015.

Mr. Kennedy stated this is a recommendation to adopt a policy that provides for a minimum unassigned fund balance recommendation that keeps them in good standing with the bond rating agencies. He noted at this time it's at approximately 10.6%, which is \$13.3 million of General Fund expenditures. He stated a 9% policy, as of today, would have them at 11.2%.

Councilor Arnone questioned the need for a policy. Mr. Coppler stated this is something important that bond rating agencies look at which shows the elected body has established a policy. He noted this won't change the bond rating one way or another, but if they start using fund balance a little more to balance off the budget, as is being done this year, they can show the bond rating agencies that there is a policy in place that will give those agencies a little more comfort so they won't try to downgrade the town.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3143** adopted 9-0-0.

PUBLIC COMMUNICATIONS

Melissa Wondoloski, 29 Burnham Street

Referred to the sewer use fee and stated she's still interested in seeing the report showing how many people are in the higher bracket. She stated it has cost her \$400 for a deduct meter, \$30 for a permit, \$200 for a plumber to install the deduct meter, and this has a negative impact on her other household finances. She noted it's difficult to get a deduct meter from the water company because they're always in short supply.

Lucien LeFevre, 54 Kimberly Drive

Stated he's glad to see Christopher Drive being worked on. He noted the roadwork in Buckhorn has held up great after a terrible winter.

Mr. LeFevre stated his electrical usage went down between 17% and 18% since he switched to LED bulbs.

He stated on May 25th at 10:00 a.m. there will be a veterans' mass at St. Patrick's Cemetery in the area near the flag pole. He noted Post 154 is doing ceremonies at St. Bernard's, St. Adalbert's and Holy Cross cemeteries on May 24th. He noted the ceremonies start at St. Bernard's cemetery around 9:30 a.m., and they'll continue on at the other cemeteries.

Karen LaPlante, 166 North Maple Street (Chair of the Conservation Commission)

Thanked the Council for funding the Farmland Preservation Program.

Ms. LaPlante stated her hope Scantic River Park rules will be enforced with summer weather coming.

COUNCILOR COMMUNICATIONS

Councilor Arnone referred to deduct meters and stated his belief no one should be paying \$400 for a deduct meter. He questioned if information can be put on the Town's website regarding deduct meters. He noted the cost should not be over \$250. Mr. Coppler stated it depends on the home itself, because there's no way for the Town to say what the standard is if someone has something that's not standard plumbing. Councilor Arnone noted three-quarter inch pipes are most common, and deduct meters shouldn't be that costly. He stated the Town should provide guidelines for minimum requirements so that people aren't taken advantage of. He noted he will provide more information regarding this.

Chairman Kaupin stated he was interviewed yesterday by Boy Scout, Zack LeBlanc, and Zack conducted this interview for his Citizenship in the Community Merit Badge. He stated his five questions all related to what is being done to help with the trash issue, lack of sanitary facilities and haphazard parking at Scantic River Park. Chairman Kaupin noted the Town should double all their efforts to make sure they have all their enforcement people at Scantic River Park and hit them hard on the first weekend of the summer. He suggested reaching out to DEEP to see if they have any interest in putting in sanitary facilities in that park.

Councilor Arnone suggested asking DEEP to deed back that park to the Town so that it can become a local park.

ADJOURNMENT

MOTION #3144 by Councilor Lee, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3144** adopted 9-0-0, and the meeting stood adjourned at 8:09 p.m.

Appended to minutes
Of 05/18/2015 Enfield
Town Council Meeting
See Page 10

**Town of Enfield
Unassigned Fund Balance Policy**

Purpose:

To maintain an amount of unreserved funds within the total unassigned fund balance to be available for unforeseen contingencies.

Policy:

The sum of all components identified for the unassigned fund balance level is a minimum of 9% of annual general fund expenditures with amounts exceeding the minimum up to the discretion of the Town Council.

Rationale:

The Town of Enfield is required by Town Charter and Connecticut State Statutes to adopt a balanced budget for each fiscal year. Having and following a fund balance policy is one element of good financial practices. Holding a sufficient amount in reserves enables the Town to respond promptly to unexpected events, is viewed as a hedge against the unknown (or risk) in the financial community and also provides flexibility when seeking financing for capital projects. A healthy fund balance is viewed favorably by rating agencies to secure the lowest interest rate possible on long term debt.

The maintenance of unassigned fund balance levels is not to be construed as surpluses or over taxation by the Town; rather it is an element of sound fiscal management required for sustaining a high credit rating and financial management flexibility.